



**Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, February 5, 2014, 6:30 PM
Town Commission Chamber, 535 Park Avenue**

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, February 5, 2014 at 6:30 p.m. Present were Mayor James DuBois, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, Michael O'Rourke and Kathleen Rapoza, Town Manager Dale S. Sugerman, Attorney Thomas Baird, and Town Clerk Vivian Mendez.

Town Clerk Mendez performed the roll call and Mayor DuBois led the pledge of allegiance.

SPECIAL PRESENTATIONS/REPORTS

1. **Presentation to the Town of Lake Park of the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association**

The plaque was presented by Town Manager Dale Sugerman to Blake Rane, Finance Director, and the Finance Department.

PUBLIC COMMENT:

None

CONSENT AGENDA:

2. **Resolution No. 02-02-14 Establishing the General Mayoral Election**
3. **Resolution No. 03-02-14 Assigning Poll Workers for the General Mayoral Election**

Motion: A motion was made by Commissioner O'Rourke to approve the Consent Agenda; Vice-Mayor Glas-Castro made the second.

Vote on Motion:

| Commission Member | Aye | Nay | Other |
|------------------------|-----|-----|-------|
| Commissioner Flaherty | X | | |
| Commissioner O'Rourke | X | | |
| Commissioner Rapoza | X | | |
| Vice-Mayor Glas-Castro | X | | |
| Mayor DuBois | X | | |

Motion passed 5-0.

PUBLIC HEARINGS - ORDINANCES ON FIRST READING:

4. Ordinance No. 02-2014 Amending Ordinance 05-2012 Duties of the Town Manager

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE III OF THE TOWN CODE, ENTITLED "OFFICERS AND EMPLOYEES"; PROVIDING FOR THE AMENDMENT OF SECTION 2-82 ENTITLED " POWERS AND DUTIES OF TOWN MANAGER"; PROVIDING FOR THE AMENDMENT OF SECTION 2-87 ENTITLED "POWERS AND DUTIES OF TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

Town Manager Sugerman explained the item (see attached Exhibit "A").

Commissioner O'Rourke stated that in section two (2) of the Ordinance it proposes to delete the requirement that department heads submit a monthly report to the Town Manager's Office. He explained that it is his understanding that this requirement was put in as a transparency provision. He asked how does redacting this paragraph assist the Commission in staying informed about the operations of the Town.

Town Manager Sugerman stated that he is not sure that redacting the paragraph assures the Town Commission is going to get any more transparency than it already gets in the monthly written report by the Town Manager. All of the information in the monthly report is available upon request. He explained that the filing of the monthly reports actually seems to be a duplicative effect of what is going on elsewhere.

Commissioner O'Rourke asked if staff meetings are held more than once a month.

Town Manager Sugerman stated that staff meetings are held weekly and the Commission has been invited to attend staff meetings one at a time. He explained that he writes a full and complete monthly report. He believes that the Code language is a carryover from prior administrations where there was a concern that the information coming out of the Town Manager's office may not have been getting to the Commission. This was a way to have the information get to the Town Commission because the Town Manager was not allowed to touch or modify it. He stated that he operates with full transparency and that all the information is available to the Town Commission.

Commissioner O'Rourke stated that one of the reasons he would support changing the Town Manager spending authority from \$5,000 to \$10,000 is that there is a monetary benefit to the Town because the delay to have the expenditure approved by the Commission has cost the Town time and money in the past.

Town Manager Sugerman stated that Commissioner O'Rourke's comments are accurate. He explained that it is not so much about his ability to spend because he believes he has demonstrated fiscal responsibility. It is that at a threshold of \$5,000 many purchases that

are necessary for ongoing operations have to wait upwards of six (6) weeks to get placed on a Town Commission agenda so that the Commission can decide to expend the funds. He explained that this delay costs the Town money and staff time.

Commissioner O'Rourke asked how this spending authority compares to other municipalities.

Town Manager Sugerman stated that in his experience that \$5,000 is the lowest and \$10,000 tends to be a bit low as well. He stated that in his previous municipality, which is 1/3 the size of Lake Park, his spending authority limit was \$25,000 and prior to that he had a position with a spending authority of \$50,000. He stated that there are other municipalities with spending authorities as high as \$100,000 for the Town Manager. He stated that if the threshold is too low it forces more and more things to be delayed and more time and energy to place items on the Commission agenda. The Town may lose out on things because the threshold is so low. He stated that even at \$10,000 the Town is significantly lower than other communities in Palm Beach County.

Commissioner O'Rourke stated that there is an issue in this Town from past experiences and as a result there is deep concern about transparency but thinks Town Manager Sugerman should be commended for his transparency. He suggested that the change should be changed to \$15,000. He stated that Town Manager Sugerman and staff should be commended for the way the Town is being operated.

Commissioner Flaherty asked about the change in language from "is encouraged to" to "shall" actively seek out potential grant monies and stated that he is glad to see that change. He asked when the grants are identifies who is working on those grants.

Town Manager Sugerman stated that it is a variety of staff members and that it depends on what the grant application is for such as grants for the Marina are worked on by the Marina Director. He reviews every grant application before it is submitted to the Commission for approval.

Vice-Mayor Glas-Castro asked Mayor DuBois if he was on the Commission when the \$5,000 spending authority was adopted.

Mayor DuBois stated that he does not remember if he was on the Commission at that time.

Town Manager Sugerman stated that the \$5,000 spending authority was established two (2) months before he became the Town Manager.

Mayor DuBois suggested that as a practice and not part of the Ordinance that the Town Manager in the monthly report advise of any expenditures over \$5,000 and asked if that would be onerous.

Town Manager Sugerman stated that it would not be onerous and if desired a report of all monthly expenses could be provided.

Motion: A motion was made by Commissioner O'Rourke to approve Ordinance 02-2014 on First Reading; Commissioner Rapoza made the second.

Vote on Motion:

| Commission Member | Aye | Nay | Other |
|------------------------|-----|-----|-------|
| Commissioner Flaherty | | X | |
| Commissioner O'Rourke | X | | |
| Commissioner Rapoza | X | | |
| Vice-Mayor Glas-Castro | X | | |
| Mayor DuBois | X | | |

Motion passed 4-1.

Attorney Baird read the Ordinance into the record by title only.

PUBLIC HEARINGS - ORDINANCE ON SECOND READING:

- 5. Ordinance No. 01-2014 An Ordinance Proposing Modifications to Section 78-251 (C)(2) and 78-251 (E) of the Town Code Providing for an Administrative Approval Process for Nonconforming Parcels Proposing Site Modifications that Do Not Meet the Definition of a Substantial Modification.**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 78, ARTICLE VIII, SECTION 78-251 OF THE TOWN'S CODE OF ORDINANCES TO MODIFY LANDSCAPING STANDARDS PERTAINING TO NONCONFORMING PARCELS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Manager Sugerman explained the item (see attached Exhibit "B").

Commissioner O'Rourke asked if with these changes a property owner would have to come to the Community Development Director for a feasibility ruling.

Town Manager Sugerman explained that the property owner would have to submit an application and the application will speak for whatever they are trying to accomplish. Staff will go through a typical review and the determination would be made as part of the review process. He stated that this Ordinance is attempting to take the simpler modifications and handle them administratively, more quickly and less costly to the applicant.

Vice-Mayor Glas-Castro commented that the Ordinance is very business friendly.

Motion: A motion was made by Commissioner O'Rourke to approve Ordinance 01-2014 on Second Reading; Commissioner Flaherty made the second.

Mayor DuBois stated that this Ordinance will ease the burden on businesses trying to conform to the Town's codes and that it is very business friendly and that he supports the Ordinance

Vote on Motion:

| Commission Member | Aye | Nay | Other |
|------------------------|-----|-----|-------|
| Commissioner Flaherty | X | | |
| Commissioner O'Rourke | X | | |
| Commissioner Rapoza | X | | |
| Vice-Mayor Glas-Castro | X | | |
| Mayor DuBois | X | | |

Motion passed 5-0.

Attorney Baird read the Ordinance into the record by title only.

NEW BUSINESS:

None

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird provided an update on the status of the report from Professor Engstrom regarding the Town's election process. He stated that it appears that a phase two (2) analysis will be required to study the most recent Congressional and State House and Senate elections to determine voting trends and to perform interviews. Once Professor Engstrom has completed that he will be in a position to make a recommendation in terms of his findings.

Town Manager Sugerman asked if there are any further comments from the Commission regarding the Town's welcome video and any modifications they would like to see on the video. He stated that the video is ready to go into final production and post it on the internet.

Commissioner Flaherty asked if any changes were made based on previous comments made by the Commission.

Town Manager Sugerman stated that changes were made to the closing scene of the first video, and added some picturesque images of properties within Town. He stated that none of the changes were substantially except to make the look of the video nicer.

Commissioner Rapoza asked if there was anything that could be done to show more of the activities and sports and more of the business aspects of the Town.

Town Manager Sugerman explained that the base company doing the video is a real estate company selling single family homes and what they are promoting for the most part is a park friendly community with lots of activities for families, nice residential neighborhoods and some shopping. They are not promoting any particular types of businesses and the business community shots for the most part are generic.

Mayor DuBois thinks that they got 90% of what they were asking for in the video.

Commissioner Rapoza stated that they did a great job of capturing the beauty of Lake Park.

Town Manager Sugerman stated that the video mostly focuses on the residential side and the quality of life issues.

Mayor DuBois suggested getting with the Chamber of Commerce to concentrate on the business side. He stated that he had no further comments.

Commissioner Rapoza stated that she has no further comments.

Commissioner Rapoza congratulations to Commissioner Flaherty regarding the delivery of produce to the Club 100 Charities at the Community Church and that she believes it will develop a good partnership. She announced that on April 5, 2014 there will be a Chili Cook-off in partnership with the Lake Park Kiwanis Club. She stated that volunteers will be needed. She stated that the Trawler Fest will be February 26 – 28, 2014 at the Marina.

Commissioner Flaherty stated that the reason he voted nay on Ordinance No. 02-2014 Amending Ordinance 05-2012 Duties of the Town Manager is because he enjoyed receiving the monthly reports from staff and that he was in tune with the prior Commission and the meetings that they had about the limit on the spending. He stated that he would have like to have seen the spending limit stay a little bit lower. He asked who has qualified to run for Mayor.

Town Clerk Mendez stated that there are two (2) qualified candidates James DuBois and Steve Hockman.

Commissioner O'Rourke stated that the Pirate Fest was a lot of fun. He stated that in the monthly report from the Finance Department it states that the Town of Lake Park is no longer in a state of fiscal emergency by the State of Florida and that he thinks that is a significant accomplishment.

Vice-Mayor Glas-Castro thought that Pirate Fest was an wonderful event and asked how it was from a Town staff prospective and if there were issues or complaints.

Town Manager Sugerman stated that only one (1) phone call complaint was received stating that they did not like the type of music being played after 6:30 pm. He explained that a full written report was received from the Palm Beach Sheriff's Office (PBSO) and there were no incidents, no arrests, traffic and parking were not a problem and that enough officers were deployed. He stated that PBSO recommended, for future Pirate Fest events, that the same type of protocol be carried forward. He stated there was a little additional trash but it could be dealt with by staff. He thinks overall Pirate Fest was a success from the Town's prospective.

Vice-Mayor Glas-Castro challenged the other Commissioners to a cook-off for the Chili Cook-off on April 5, 2014. This challenge would be amongst the Commissioner's only. She asked if the Planning and Zoning Board workshop start at a different time or if the Planning and Zoning Board meetings have been moved to 6:30 pm.

Town Manager Sugerman stated that the workshop started at a different time and that the normal time for Planning and Zoning Board meetings are 7:30 pm.

Mayor DuBois stated that the Pirate Fest, Trawler Fest, Chili Cook-off, Easter Egg Hunt, 4th of July, and Memorial Day events are more events than the Town has had in many years. He stated that they are not necessarily big events but, it's ok to have more smaller events. He thanked the Town staff for working through all the permits and having the events work out well. He thought the Pirate Fest this year was better than last year and a lot of fun. He asked the Commission if it was consensus for expenditures over \$5,000 or \$6,000 be included in the Town Manager monthly report.

The Commission reached a consensus to have expenditures over \$5,000 be included in the Town Manager's monthly report.

He stated that judges are needed for the Chili Cook-off. He stated that judging is done as a double blind tasting and judges are needed for both chili and salsa. He stated that community service hours are available for youth volunteers for this event. He explained that more information can be obtained by e-mailing info@tromsi.com or visiting the website tromsi.com. The event will be held at Kelsey Park. He stated that he attended the Planning and Zoning Board workshop and meeting on February 3, 2014 and thanked the Planning and Zoning Board members for their work during the workshop and the questions that they asked. He stated that the Board brought up master planning and visioning for the entire Town and thinks it would not be a bad idea for the future. He stated that the Tommy Hutton Baseball Academy is now in full swing at Burt Bostrom Park. He asked if there is a process for Lake Park children to sign-up.


Town Manager Sugerman stated that it is his understanding that there is information about getting involved with the program on a banner on an outfield fence at the park.

Mayor DuBois asked if the information can be posted on the Town website.

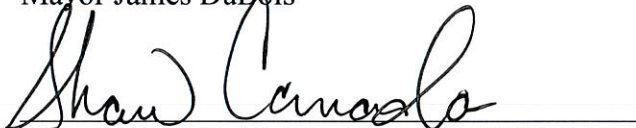
Town Manager Sugerman stated "yes" and stated that there will be a competitive team tournament during the weekend of February 8 and 9, 2014.

ADJOURNMENT

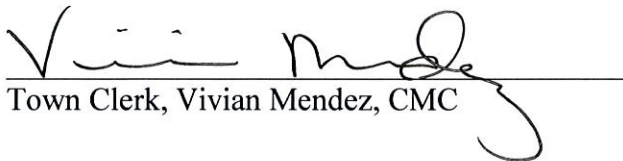
There being no further business to come before the Commission and after a motion to adjourn by Commissioner Rapoza and seconded by Commissioner Flaherty, and by unanimous vote, the meeting adjourned at 7:20 p.m.



Mayor James DuBois



Deputy Town Clerk, Shari Canada, CMC



Town Clerk, Vivian Mendez, CMC



Approved on this 19 of February, 2014

Exhibit "A"



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: February 5, 2014

Agenda Item No. 4

Agenda Title: Amending Ordinance No. 05-2012 Duties of the Town Manager.

- [] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [] OLD BUSINESS
[X] **PUBLIC HEARING- ORDINANCE ON FIRST READING**
[] NEW BUSINESS/RESOLUTION
[] OTHER: _____

Approved by Town Manager DSS

Date: 1/16/14

Dale S. Sugerman, Ph.D./Town Manager

Name/Title

| | | |
|---|--|--|
| Originating Department: Town Manager | Costs: None Funding Source: Acct. N/A [] Finance _____ | Attachments: Draft amendment to Ordinance No. 05-2012 |
| Advertised: Date: _____ Paper: _____ [X] Not Required | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone: <u>DSS</u> or Not applicable in this case _____ Please initial one. |

Summary Explanation/Background:

Recently, there has been discussion about adjusting the spending authority of the town manager such that it will only be necessary for the town manager to seek Town Commission approval for expenditures that exceed \$10,000.00. The current spending authority was originally established by Ordinance No. 05-2012.

While looking at Ordinance No. 05-2012, besides the spending authority issue, there were also a few grammatical errors found which are now being proposed to be corrected, as well as some recommended modifications to the existing language of the ordinance. The proposed modifications deal with the filing of monthly reports, actively seeking grants, and being responsible for ensuring enforcement of the Town's laws and ordinances. All of the proposed modified language can be found in blue-lined legislative format attached hereto.

Recommended Motion: I move to approve Ordinance No. 02-2014.



Town of Lake Park Town Commission

Agenda Request Form

Exhibit "B"

Meeting Date: February 5, 2014

Agenda Item No.

5

Agenda Title: AN ORDINANCE PROPOSING MODIFICATIONS TO SECTIONS 78-251 (C)(2) AND 78-251 (E) OF THE TOWN CODE OF ORDINANCES PROVIDING FOR AN ADMINISTRATIVE APPROVAL PROCESS FOR NONCONFORMING PARCELS PROPOSING SITE MODIFICATIONS THAT DO NOT MEET THE DEFINITION OF A SUBSTANTIAL MODIFICATION.

- [] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [] OLD BUSINESS
[X] PUBLIC HEARING ORDINANCE ON 2nd READING
[] NEW BUSINESS
[] OTHER: _____

Approved by Town Manager

Date:

1/21/14

Nadia Di Tommaso / Community Development Director
Name/Title

| | | |
|--|--|--|
| Originating Department: Community Development | Costs: \$175.44 Funding Source: Town Clerk Acct. #106-48100 [] Finance _____ | Attachments: →ORDINANCE 01-2014 →Legal Ad |
| Advertised: Date: 01-19-2014 Paper: Palm Beach Post [] Not Required | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone or Not applicable in this case ____ Please initial one. |

Summary Explanation/Background:

As the economy has begun to pick up, the Community Development Department has seen an increase in residential and commercial property owners desiring to improve their properties. Currently, any single-family, two-family, or three-family owner of a structure seeking to improve their property (whereby the value of the improvement is greater than \$5,000), is subject to all of the provisions of the entire landscaping code. Similarly, all commercial properties seeking to do something as simple as repaving their parking lots, regardless of the value of the paving, are subject to the provisions of the entire landscaping code. Most existing properties in Town were not originally built with all of the extensive landscaping provisions required in the Code as it is written today.

The Code, as it is currently written, actually serves as a hindrance for property owners who want to make relatively simple improvements to their property. Requiring these properties to meet all of the landscaping conditions in the Code, and if they cannot meet them, forcing the property owner to apply for variances from the Code provisions, seems unreasonable as this would require a public hearing process with significant application fees and a minimum 2-month approval process.

It is not unreasonable to assume that if a property owner chooses to renovate, modify, or if it suffers damage to the extent that the proposed improvements are in excess of fifty (50) percent of the property's assessed value, that the full landscaping Code must be complied with and if not, a variance request must be sought. However, if a property owner is simply looking to beautify their site through a minor improvement, staff is proposing the following modification to the Code, which would still require compliance with as much of the landscape code as is possible, but through an administrative approval process, rather than a legislative approval process. The proposed changes to the Code would give the Community Development Director (or designee) administrative authority to approve landscaping plans for minor improvements to property within the Community, but only to the extent that those minor improvements are physically feasible:

Section 78-251. Landscaping generally

(c) *Applicability.*

(1) The standards contained in this section shall apply to all property within the town.

(2) Nonconforming parcels.

a. Any parcel of land, with the exception of nonconforming parcels on which single-family, two-family or three-family dwellings exist, must conform with the requirements and regulations of this article and chapter, regardless of the date of the erection of the structure.

b. Nonconforming parcels of real property on which single-family, two-family or three-family dwellings exist must comply with the landscape requirements of this article whenever a building permit is issued by the town for construction work on the property, where the estimated total value of the construction work and/or other improvements is \$5,000.00 or more. Provided however that, nonconforming parcels shall incorporate only those landscaping requirements determined by the Director of Community Development to be feasible based on existing site conditions. Financial hardships shall not be considered to be a site condition which would alleviate a property owner's compliance with landscaping requirements. The Community Development Department is authorized to approve waivers of the landscaping requirements of this section upon the review and approval of an application for same. The application shall include a landscape plan signed and sealed by a Florida registered landscape architect.

c. Nonconforming parcels of real property shall be subject to the landscape requirements of this article, should they seek any expansion, ~~or should they suffer damage in excess of 50 percent of their appraised value~~ modification, or where the property has been damaged based on the following criteria:

This Section provides an exception for single-family, two-family and three-family dwellings that are simply looking to improve their parcels, but do not classify as a substantial renovation.

(1) Repair, rehabilitation, restoration, reconstruction, alteration, expansion, or similar improvement, in a calendar year, in excess of 50 percent of the value of the improvements of the property, as determined by the most recent certified tax roll prepared by the county tax collector; or

(2) Repair, rehabilitation, restoration, reconstruction, alteration, expansion, or similar improvement, over three calendar years, in excess of 50 percent of the value of the improvements of the property, as determined by the most recent certified tax roll prepared by the county tax collector.

d. If it is impossible to satisfy the landscape requirements of a nonconforming parcel, the town *may* designate the town manager or his/her designee to mitigate the nonconformity by donation to the town of cash equal to the costs of the required improvements, or by the owners contribution of a like amount (or combination thereof) of trees, shrubs, and groundcovers for the improvement of the town's public parks, ball fields or other parcels that might be designated to satisfy the extent of the nonconformity.

(...)

(e) *Application and permit required.*

(...)

(4) Except for single-family, ~~and~~ two-family and three-family dwellings, prior to the issuance of any permit for paving, a development landscape permit application shall be submitted to the community development department. The landscape application shall be subject to the Community Development Department's review and approval. Provided however, nonconforming parcels shall incorporate only those landscaping requirements that are feasible based on existing site conditions. Financial hardship shall not be considered to be a site condition which would alleviate the property owner from compliance with landscaping requirements. The Community Development Department is authorized to approve waivers of the landscaping requirements of this section upon the review and approval of an application for same. The application shall include a landscape plan signed and sealed by a Florida registered landscape architect. No permit shall be issued for paving unless the application complies with the provisions hereof, and no final certificate of occupancy or completion shall be issued until the landscaping is complete and passes a final inspection by the town. ~~It shall be unlawful to occupy the premises unless the landscaping is installed in accordance with the approved plans and the requirements hereof.~~

This Section provides an exception for commercial properties that are simply looking to improve their parcels, but do not classify as a substantial renovation.

TOWN COMMISSION 1st Reading (January 15, 2014): Approval 5-0

Recommended Motion: I move to ADOPT Ordinance 01-2014 on second reading.



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, February 5, 2014, 6:30 p.m.
Lake Park Town Hall
535 Park Avenue

| | | |
|--------------------------------|---|----------------------|
| James DuBois | — | Mayor |
| Kimberly Glas-Castro | — | Vice-Mayor |
| Erin T. Flaherty | — | Commissioner |
| Michael O'Rourke | — | Commissioner |
| Kathleen Rapoza | — | Commissioner |
| <hr/> | | |
| Dale S. Sugerman, Ph.D. | — | Town Manager |
| Thomas J. Baird, Esq. | — | Town Attorney |
| Vivian Mendez, CMC | — | Town Clerk |

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATIONS/REPORTS

1. Presentation to the Town of Lake Park of the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association

Tab 1

D. PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

E. CONSENT AGENDA: All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal

sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

2. Resolution No. 02-02-14 Establishing the General Mayoral Election

Tab 2

3. Resolution No. 03-02-14 Assigning Poll Workers for the General Mayoral Election

Tab 3

F. PUBLIC HEARINGS - ORDINANCE ON FIRST READING:

4. Ordinance No. 02-2014 Amending Ordinance 05-2012 Duties of the Town Manager

Tab 4

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE III OF THE TOWN CODE, ENTITLED "OFFICERS AND EMPLOYEES"; PROVIDING FOR THE AMENDMENT OF SECTION 2-82 ENTITLED "POWERS AND DUTIES OF TOWN MANAGER"; PROVIDING FOR THE AMENDMENT OF SECTION 2-87 ENTITLED "POWERS AND DUTIES OF TOWN ATTORNEY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

G. PUBLIC HEARINGS - ORDINANCE ON SECOND READING:

5. Ordinance No. 01-2014 An Ordinance Proposing Modifications to Section 78-251 (C)(2) and 78-251 (E) of the Town Code Providing for an Administrative Approval Process for Nonconforming Parcels Proposing Site Modifications that Do Not Meet the Definition of a Substantial Modification.

Tab 5

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 78, ARTICLE VIII, SECTION 78-251 OF THE TOWN'S CODE OF ORDINANCES TO MODIFY LANDSCAPING STANDARDS PERTAINING TO NONCONFORMING PARCELS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

H. NEW BUSINESS:

None

I. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

J. ADJOURNMENT

Next Scheduled Regular Commission Meeting will be held on Wednesday, February 19, 2014